



Excellence • Connectivity • Services • Livability • Growth

Manager of Infrastructure

The Township of Ramara is a rural community located in Central Ontario, along the north-eastern shores of Lake Simcoe and Lake Couchiching. In Ramara, people are our priority. Our people are the cornerstone of our organization. We are always seeking creative and skilled individuals with the ability and desire to lead in our dynamic workplace. Each of our team members brings diverse experiences and perspectives, as well as unique skills and talents to the job. Our diverse compliment ensures an environment where individual, team, and organizational successes are embraced and celebrated. All team members have equal opportunity within the organization to thrive and attain their highest potential. We welcome your application for the Manager of Infrastructure position and look forward to discussing how the Township of Ramara can become your next career choice.

Core Responsibilities

- Responsible for ensuring all construction, maintenance and general work activities by contractors or internal staff is in accordance with the municipal guidelines, contract plans, specifications, as well as with applicable codes and safety regulations.
- Assist the Director of Infrastructure in the preparation of the annual budget and the Ten-Year Capital Forecast as it relates to the Infrastructure projects taking into consideration road conditions, usage and maintenance demands and the Roads Needs Study, Bridge Study, development Charges Study, drainage Study and available grants and Council recommendations.
- Provide management and direction for the maintenance and construction of all department related infrastructure in accordance with Council bylaws and polices including the Engineering Design Standards, governmental Legislation and budgetary guidelines.
- Ensure all areas of the department run efficiently and effectively
- Assist with Fleet Management for the Township, ensuring all vehicles and heavy equipment are maintained and properly licensed
- Act as a liaison between the contractor, internal staff, utilities companies, local municipalities, outside agencies, etc. as required
- Supervise, motivate and train assigned staff, ensuring effective teamwork, high standards of work quality and organizational performance and continuous learning.

Salary

\$82,782.45 - \$96,843.76 per year

Join Our Team

To apply, please combine your cover letter and resume into a PDF document entitled "Manager of Infrastructure" addressed to Brittany Wilson, Manager of Human Resources/ Health & Safety and submit to hr@ramara.ca by 4:30pm on September 3, 2021.

Health & Safety

Successful candidates must abide by Ontario Health & Safety Legislation and follow Township Health and Safety Policies, COVID-19 Protocols and Public Health Guidelines.

Information collected for employment is done under the authority of Section 29(2) of the Municipal Freedom of Information and Protection of Privacy Act, for the purpose of assessing eligibility for employment.

The Township of Ramara is committed to an inclusive, barrier-free environment. Accommodation will be provided in all steps of the hiring process. Please advise the Human Resources Coordinator if you require any accommodations to ensure you can participate fully and equally during the recruitment and selection process.

Thank you to all applicants, but only those selected for an interview will be contacted.

Qualifications / Skills

- Minimum 3-year community college diploma in business or engineering.
- Certified Engineering technologist (CET) considered an asset.
- Possession and maintenance of a valid unrestricted Ontario Class "G" Driver's Licence.
- DZ licence an asset.
- Knowledge of construction and municipal laws, by-laws and regulations (environmental, health and safety, and Ontario traffic manuals Book 5,6,7,&11)
- Skill in negotiating, writing and interpreting contractual agreements & construction documents.
- Effective verbal, oral and written communication skills.

Experiences

- Experience with surveying and laser leveling survey systems
- Project Management experience would be considered an asset
- Minimum Three (3)-year's contract management and Construction site supervision experience preferable at a municipal level
- Experience in analytical and problem solving, investigation, evidence-gathering techniques.
- Experience in public education and awareness.
- Experience in administrative practices, including planning budget needs, monitoring expenditures, and purchase and requisition processes.